

SHADOXHURST PARISH COUNCIL

MINUTES 439

Minutes of the Ordinary Parish Council Meeting held in The Pavilion on Wednesday 16th October 2019 at 7.30pm

PRESENT: Mr D Ledger (Chair), Mr M Richmond Coggan, Mr K Carroll & Mr S Cass

PARISH CLERK: Ms C Laming

BOROUGH COUNCILLORS:

COUNTY COUNCILLOR: Mike Angell

MEMBERS OF THE PUBLIC: There was one Member of the Public in attendance.

1. CO-OPTION OF PARISH COUNCILLOR

Mr John Hayward was co-opted in.

Proposed Mr D Ledger **Seconded** Mr S Cass

2. APOLOGIES FOR ABSENCE

Mr R Crowley & Mr P Emanuel

3. APPROVAL OF REASONS FOR APOLOGY FOR ABSENCE

Councillors approved Mr R Crowley & Mr P Emanuel reason for absence.

Proposed Mr D Ledger **Seconded** Mr S Cass

4. DECLARATIONS OF PECUNIARY AND SIGNIFICANT INTEREST

Declarations of Pecuniary Interest

Mr J Hayward declared a pecuniary interest in The Lodges, Hornash Lane as he is a neighbour

Declarations of Significant Interest.

There were no Declarations of Significant Interest.

Updating of Declarations of Interest for the Code of Conduct

Councillors are reminded that they should update their Declarations of Interest with the Monitoring Officer if necessary.

Councillors are also reminded of their common-law responsibilities with regard to pre-determination and fettering of discretion in relation to agenda items.

5. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING

Minutes 438 of the meeting held on 11th September 2019 were accepted and it was unanimously agreed that Mr D Ledger should sign them.

Proposed Mr S Cass

Seconded Mr K Carroll

6. MATTERS ARISING FROM THE PREVIOUS MINUTES

There were no Matters Arising not covered on the Agenda.

7. PUBLIC INTERVAL

The meeting was opened to the Members of the Public from 7.43pm – 8.03pm during which time a member of the public declared his interest in hearing more about Greenvolt. Next to speak was Mr Mike Angell, County Councillor who discussed his work with a partnership group incorporating the NHS, Social Services, Education etc for vulnerable young children helping to get them into employment when leaving school.

8. PLANNING

Please see attached list.

Discussion and Decision on action to be taken on any other matters related to Planning issues within the Parish

Hornash House - David has issued a final draft of the objections and will be sending over to the Planning Officer tomorrow. The Conservation Officer has agreed to put some form of protection over the roof within 14 days. It has yet to be covered.

GreenVolt – Up to date position is in the Newsletter. There will be a meeting tomorrow, no other update until after the meeting

Chilmington Green

Parcel R – Still ongoing drainage issues still going on. Mr Ledger have expressed his concern on this parcel of land due to the overflow of ditches which are not being looked at properly.

Brinklow Terrace – Mr Ledger has tried to get an update from the planning officer but has yet to hear back.

Farley Close – nothing has moved on

Woodland Vale – An appeal for bungalow, deadline 12th November.

Criol Wood – Appeal was dismissed. Mr M Richmond Coggan to draft something.

9. CORRESPONDENCE, FINANCE AND OTHER COUNCIL BUSINESS

No e-mails or correspondence outstanding.

EMAIL CORRESPONDENCE BROUGHT TO THE ATTENTION OF THE MEETING**All emails are forwarded to all Councillors**

Councillors did not bring any emails to the attention of the meeting.

FINANCE

Bank Balances are now e-mailed over each week and monthly spreadsheets at the end of each month. See attached sheet for payments made.

Internet Banking

Internet Banking account has been opened. A new online payment method has been set up with Lloyds. All payments need to be proposed and seconded with a minimum of 3 Councillors with the invoices being signed off at each parish Meeting. The Clerk to speak to Lloyds with regards to authorisation and payment limits. The Clerk to contact the Auditor.

Insurance

Nothing to report.

Transparency

Nothing to report.

Data Protection

Nothing to report.

Lorry Watch/Speed Watch

It has been agreed that more helpers are needed to successfully manage the speed watch.

Conservation Area Review Group Report

Mr R Crowley was absent from the meeting. Defer to next meeting.

Utilities Advisory Group

Nothing to report.

Village Forum

Next Meeting 31st October 2019

Risk Assessment

Mr M Richmond Coggan just needs to finish off the Village Hall.

Information update of the Charitable Land Trust in Shadoxhurst

Christmas Fair Saturday 7th December and Green Volt meeting 17th October.

Local Council Survey

To be completed.

Every Mind Matters

The Clerk to distribute the information in the 2 Halls.

10. CHAIRMAN'S REPORT

Since we met we have had our Harvest Fete and while it was very much reduced in size, safety concerns prevailed and Peter and his Team did a marvellous job for our community, and on behalf of the village and the Parish Council a big thank you to them all for the efforts put in. There is still an event to come with the Shadoxhurst Big Night Out as an ad hoc sort of replacement. We are blessed with some great people in the village that are prepared to do so much for us all.

Among other things, I have also been to a KALC, Chilmington Green and South Ashford Garden Community masterplan evening meeting. Rob and I also carried out an interim appraisal with The Parish Clerk.

11. SHADOXHURST WEBSITE

KCC will stop hosting in the next few months. Mr M Richmond Coggan to speak to Mr Clive Stanley. Minutes and Agenda needs to be published once Clive is back from holiday. The calendar needs to be updated.

12. VILLAGE HALL, PAVILION, RECREATION FIELD, VILLAGE GREEN AND SIGN**Inspection of Village Hall and Pavilion before and following Hiring**

Mr R Crowley in November

Mr D Ledger in December

A procedure to follow for each booking. Old form to be updated and distributed.

Report from Village Hall and Pavilion Working Group**Village and Pavilion Working Party Notes 15th October 2019**

Present Stuart (Chair) Sheila, Matt, Paul, Colin. (Caroline was not able to attend)

The new heating system is being installed on the 23rd and 24th October 2019. Colin and Matt will meet the electrician on the 24th to sign off the work, receive training on how the system works, and ensure the certification of compliance is completed.

We agreed we require an Internet connection to control the village hall heating once installed, and believe Caroline has already investigated? Caroline is to instruct the electrician to install the switch.

We reviewed together the cleaning issues at the fete, and general standards of the cleaners. We are to suggest to the SPC that we tender the contract. We are hopeful that the specification we used last time is available to Caroline. Part of Matts duties is to check generally the cleaning standards.

We reviewed the heating in the Pavilion, it was felt the use of individual convection heaters could be installed, Colin and Matt are to raise this with the electrician. It's believed they will need "Hard wiring" and have protection grills? Quotes are needed.

We discussed again, the possibility of a roundabout at the junction of Hornash and Woodchurch road. We could not remember SPC meeting minutes regarding this, and it will be raised again at the SPC meeting.

Caroline is to ask the fire office what capacity of persons is allowed in the Village Hall and the Pavilion? It would be different if laid out for a meeting or a social with tables?

The above point lead on to the consideration of using the "Bar" in the Village Hall and the general marketing for use for weddings receptions and the like, we requested David to increase the profile of the Village Hall in the newsletter.

The extra space required for the fete equipment will be raised at the SPC meeting. It was felt a strong letter is required to avail the space.

Caroline to contact Lodestar for a key to the cleaners' cupboard so Matt can help with the stocking of the consumables. Caroline to update.

We agreed Matt will change the locks codes on the Village hall, Pavilion and Village hall key safes per quarter (January, July and October), he will tell Caroline, she in turn will contact all those needing to know. We agreed to change the locks at both the Village Hall and the Pavilion, we believe our insurance is compromised as too many keys are in circulation. Matt to gain quotes ASAP Caroline is to confirm to all, the new procedure of using the key safe. The gate key at the Pavilion is to be housed in the key safe.

Mr Hayward to engage Aspire to treat the Mares Tail in the Village Hall car park.

Health and Safety risk assessments are required and Martin is to be prompted in line with the SPC minutes.

Caroline is to contact the Environmental Health Office to ensure the Village Hall is a registered food premises', she should gain also a clear brief as to who can be allowed to produce food on the premises, and what food restrictions, if any.

Request again for Caroline to attend the next meeting to share ideas for improvements to raise more income.

It was suggested Caroline writes to each councillor when duties are to oversee the parties, and attach a check list.

Sheila agreed to write a draft procedure, regarding the users of the Village Hall and Pavilion. This will include charges per user (It was agreed clubs would be charged £5 per two hour session only)

It was suggested that the calendar should be a live and "On line" document, ALL requests for use MUST be lodged via Caroline.

Date of next meeting 7th January 2020, in the Village Hall at 10am.

Village Hall Cleaning

Before each function our Caretaker to check levels of stock in the toilets. Cleaning checks need to be checked regularly.

General Issues relating to the Field/Car Park/Play Area/Village Sign/Village Green

Vertidrain has been completed today.

Renovation of Village Pump, Seat and Sign

The sign design needs to be signed off and the location of the sign needs to be decided.

Village Hall Heaters

The new heaters will be installed on the 23rd and 24th October.

Tree Inspection

Was not done because of the weather. To be completed over the Winter months.

Christmas Fayre

A Christmas theme Craft Fayre. 3 tables have been confirmed. Maximum 12 tables. Christmas Tree supplier needs to be sourced. Payments to be made to SPC. Drinks Licence was discussed and to be looked in to.

Storage Space at the Village Hall

The Clerk to send an e-mail to Futures Scholars to request half the space to be released in the Garage. The bar area was also discussed.

Wooden Gates – Exits & Entrances to Shadoxhurst

A quote has now been received from Four Seasons Fencing. Discussions to continue with regards to exact locations and practicality. A site visit is recommended. Martin, David & John to meet before the next meeting.

Play Report

Mr Ledger to suggest that the Project Officer for ABC to come out and discuss the future of the play equipment and what we can do with the Rec, suggesting the week commencing 4th November.

13. BOROUGH COUNCILLORS REPORT

As usual, there are meetings galore. I also went on a Member's tour of Chilmington Green including a few completed houses, and another tour of the town. The Overview & Scrutiny Task Group meetings were completed. We came up with 12 recommendations. Recently I attended a Cabinet meeting which rejected four of them and agreed the other eight, sadly one of the four rejected was a key one for Wye and related to traffic studies. A disappointing result for the village.

14. COUNTY COUNCILLORS REPORT

None Received

15. COUNTRYSIDE LAND TRUST REPORT

To be submitted

16. ITEMS FOR INCLUSION ON THE NEXT AGENDA

Heating for the Pavilion
Hornash Lane - The Lodges

17. KENT HIGHWAYS/PROW**Completion of Highway Improvement Plan**

Strategy – Defer to next meeting

Items to be reported to KHS/PROW

Reported both footpaths across the road & Hornash House

Painting of Yellow Lines in Woodchurch Road Bus Stop Lay By/ Parking outside Rectory Bungalows

Colin and David to talk to the residents, firm up a date to approach residents.

18. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

There being no other business the meeting closed at 10.11pm.

Signed
Chairman

Dated

**SHADOXHURST PARISH COUNCIL
RECORD OF PLANNING APPLICATIONS
2019**

OCTOBER 2019

- 19/01247/AS **2 Hornash Lane, Shadoxhurst, Ashford, Kent, TN26 1HT**
Proposed erection of porch, two storey and single storey rear and side extensions
Has been has been permitted despite asking for an extension
- 19/01196/AS **Wymondham, Woodchurch Road, Shadoxhurst, Ashford, Kent, TN26 1LQ**
Construction of new vehicular access from highway (retrospective)
Full Planning
Object - ABC should insist that they stick with the entrances on the original application (15/00373/AS). Two access points onto Woodchurch road for one property is excessive.
- 19/00658/AS **Clarksland, Hornash Lane, Shadoxhurst, Ashford, Kent, TN26 1HT**
Amended Plans – Cessation of use as transport yard for tarmac and other business and erection of two detached chalet bungalows. Resubmission of 16/00304/AS. Full planning Permission.
Object - 16/00304 was refused by ABC for a number of good reasons all of which still apply. In particular, this development is outside the Village Confines. Although this application reduces the number of dwellings from two to one, the one is almost the same bulk as the previous two.
- 12/00400/CONZ/AS
Land at Chilmington Green, Ashford Road, Great Chart, Kent
Discharge of conditions 89 & 90 – Site Specific CEMP – Phase 1, Land Parcel P (The Hamlet)
No Comment